

ELIGIBLE FIRMS HAVE BEEN SENT THIS SOLICITATION LETTER.
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CSO Solicitation No. 2196

Task Based Bridge Rehabilitation/Replacement Program Replacement Program

Prequalification Category

Bridge and Structure Design

The Connecticut Department of Transportation (Department) is seeking to engage ten (10) professional consulting engineering firms to prepare contract plans and documents to rehabilitate or replace approximately fifty (50) bridges. It is anticipated that of the ten firms selected, a minimum of three will be certified as a Small Business Enterprise. Up to six (6) bridges (tasks) is anticipated for each selected firm, with an anticipated start date of early 2014. The Department currently has fourteen (14) bridges to be addressed by the selected firms. It is anticipated approximately eighteen (18) bridges per year will be added to this assignment as they are deemed deficient by the Bridge Safety and Evaluation unit. Inspection reports can be found on the Department's website under the Office of Engineering - Bridge Consultant Design page (<http://www.ct.gov/dot/cwp/view.asp?a=2303&q=300834>), as they become available.

The contract term will be three years to assign new work, with the stipulation that assignments initiated during the term of the contract will continue to completion of work. No new work will be negotiated after three years from the start of the contract.

A Department Consultant Liaison Engineering (CLE) firm will develop the rehabilitation study report. When assigned a task, the selected consultant will attend the review meeting with Department staff and follow the approved scope of work to complete the contract documents. The CLE firm or the Department will be providing survey, hydraulic engineering services, utility and Rights of Way (ROW) coordination. While the CLE will be preparing any needed permit applications and/or ROW maps, the selected firms will need to identify impact areas and provide supporting information.

Please be advised that the selected firms will not be eligible to provide services, either as a prime consultant or sub consultant on any phase, of any project, for which services were provided by that firm in the preparation of the final contract documents. This shall also include any break-out projects that occur as a result of this assignment.

Successful applicants to this request will be required to provide plans, designs, environmental data, or other supporting data in a Bentley Systems, Micro Station digital CADD format, as specified in the Department's Digital Project Development (DPD) Manual.

If your firm desires to be considered for one of these assignments, your submittal should consist of a one page letter-of-interest and ConnDOT Form CSO 255 with a maximum of three (3) resumes. One of the resumes must be that of the proposed Project Manager of the work as well as assurance that he/she will be available for work when required.

Included in the submittal must be the following: a brief narrative summarizing your current design workload; a brief description of your proposed staff and their qualifications, discipline experience, current workload, and availability; project experience which demonstrates your expertise in (1) highway design; (2) bridge design; (3) maintenance and protection of traffic; (4) soils engineering; (5) drainage design; (6) roadside safety and (7) familiarity with ConnDOT Design Standards and Procedures. The location of the office where the work will be performed, and the staff size of that office, should also be indicated.

You are advised that a disadvantaged business enterprise (DBE) goal MAY apply to this assignment, depending on the funding source and scope of work established for each project. Within the letter of interest submittal, you must include the designated certified Disadvantaged

Business Enterprise (DBE) sub consultant(s) which you plan to use, if a goal is assigned to one of your projects. The DBE sub consultants must be currently certified by the Department. All firms are advised that the prime consultant must perform the major part of the work with employees of the firm. Sub consultants may be used to comply with DBE requirements or perform specialized work. Joint venturing assignments will not be allowed.

Four copies of the submittal are required, and it must be postmarked by **August 9, 2013** or **hand-delivered by 3 p.m. on that date.**

Do not send additional documentation other than what is requested. The Consultant Selection Panel may reject your submittal, and your firm may not be considered for these projects, if you provide additional documentation such as corporate brochures, background information, and histories.

In accordance with the Connecticut General Statutes (CGS) Sections 4-252 and 4a-81, firms, once selected, must complete the Office of Policy and Management's (OPM) Ethics Form 1 (Gift and Campaign Contribution Certification, Rev. 11-29-11) and Form 5 (Consulting Agreement Affidavit, Rev. 10-01-11), prior to the agreement/contract execution. Forms 1 and 5 apply to all consulting agreements/contracts which have a total value to the State of Fifty Thousand Dollars (\$50,000) or more in a calendar or fiscal year. Any consultant that does not complete the certification (Form 1) required under subsection (e) of CGS 4-252 or refuses to submit the affidavit (Form 5) required under subsection (c) of CGS 4a-81 shall be disqualified and the Department shall award the agreement/contract to the next highest ranked consultant or seek new submittals in accordance with subsection (d) of CGS 4-252 and subsection (d) of CGS 4a-81. Further information on these requirements can be obtained online at <http://www.ct.gov/opm> via the Ethics Affidavits link.

Please note, in an effort to streamline the certification and affidavit process for contract/agreement execution, the Department is requiring selected firms to upload Forms 1 and 5 on the Department of Administrative Services (DAS) Business Network ("BizNet") website. Further information can be found at <http://das.ct.gov/cr1.aspx?page=371>, to subscribe to Biznet and obtain directions to upload the forms following the "Vendor Guide to Uploading Affidavits and Nondiscrimination Forms Online (pdf)".

For all State contracts as defined in CGS § 9-612(g)(1) having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the State's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's Notice titled "Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations" (Notice) advising state contractors of state campaign contribution and solicitation prohibitions and will inform its principals of the contents of the Notice. The State Elections Enforcement Commission's Notice is attached hereto and hereby made a part of this solicitation.

Prior to the negotiation process, the selected firms will be required to have a Department-approved audit, affirmative action plan, as well as current corporate registration with the Secretary of State (partnerships excluded). The selected firms will also be required to maintain insurance coverage from a firm approved to do business in the State of Connecticut. Proof of coverage must be submitted on a form acceptable to the State prior to the start of negotiations.

The Department, in its sole discretion, reserves the right to cancel this solicitation and terminate the process to retain consultant services, and is under no obligation to contract for the services specified herein.

The Department reserves the right to award subsequent phases of an assignment to other qualified firms.

The Department reserves the right to add an additional project(s) of a similar nature for a separate selection, should additional projects become available prior to the interview phase of the selection process.

Please be advised that firms must continue to be prequalified in the specified categories for the year a shortlist is finalized and/or a selection is made.

All letters of interest shall be mailed to:

Mr. David Mancini, P.E.
Consultant Selection Office
Connecticut Department of Transportation
2800 Berlin Turnpike
Newington, CT 06111

Hand delivered letters should be brought to the front desk at the aforementioned address, no later than 3:00 p.m. on **August 9, 2013**. Responses hand carried or postmarked after this date and time will not be considered.

All inquiries regarding this request for letters of interest shall be directed to Mr. David Mancini of the Consultant Selection Office at (860) 594-3017.